

## **EXHIBIT D**

**EMPLOYEE CHANGE FORM**

Employee:

Kathy Koch

Center:

Balt Train

Date effective:

3/12/98\*\*\*\*\*  
Please check one of the following choices: Demotion From \_\_\_\_\_ To \_\_\_\_\_ Full Time Notice \_\_\_\_\_ Promotion From \_\_\_\_\_ To \_\_\_\_\_ Raise Rate From \$ \_\_\_\_\_ To \$ \_\_\_\_\_ Termination Notice Quit \_\_\_\_\_ Discharged X

If employee quit, would you rehire? Yes No (If no, please explain below)

 Transfer From \_\_\_\_\_ To \_\_\_\_\_\*\*\*\*\*  
Was a salary or rate change involved? Yes No If Yes: From \$ \_\_\_\_\_ To \$ \_\_\_\_\_

Reason for above change:

- 1) didn't follow Co Standing Agenda
- 2) complaints from management that they  
had to take time off from their sched  
to retrain employee after training
- C's were calling manager & complained  
never to see Kathy again

Manager's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Supervisor's Signature: Ryan Entwistle Date: 3/12/98